

PARK, RECREATION AND COMMUNITY SERVICES BOARD MINUTES

THURSDAY, FEBRUARY 11, 2010

A regular meeting of the Park, Recreation and Community Services Board was held in the Council Chambers in City Hall of Burbank 275 East Olive Avenue, Burbank, California. The meeting was called to order at 6:09 pm by Whit Prouty, Chairperson.

ROLL CALL

Present Members Prouty, DePalo, Ferguson, Layfer, Yegparian

Absent... None

Staff Present... Director Chris Daste, Deputy Directors Jan Bartolo, Marisa Garcia, and Gaby Flores; Administrative Officer Johnathan Frank, Acting Recording Secretary Paula Ohan

APPROVAL OF MINUTES

Minutes approved for January (passed 5-0)

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited

WRITTEN COMMUNICATIONS

None

ORAL COMMUNICATIONS

None

ANNOUNCEMENTS

Paula Ohan, Supervising Clerk, and Marybeth Medina, Youth Board Representative, were introduced. Upcoming events were announced.

NEW BUSINESS

1. Grove Theater Annual Report

Kevin Cochran, Grove Theater (GTC) Artistic Director, gave a brief overview of the 2008-2009 season. The development of new plays is GTC's priority in Burbank. Two of these new plays were honored with special nominations: Eternal Equinox received an Ovation Award nomination and Manifesto received several LA Weekly nominations. The theatre was able to present a full roster of entertainment with a range of different styles. GTC had two companies in residence: Syzygy Theater Group and Lodestone Theatre Ensemble (who made this their final season). Facility upgrades continued: the entrance door was changed, beams were filled in to disguise lighting, and Phase I began to improve the dressing room area. GTC is currently seeking submissions for new play initiatives. This Saturday at 2:00 pm Syzygy Theater Group will present a developmental reading of a new play called "Breathe".

In response to Boardmembers questions, Mr. Cochran explained that the length of each play's run time can be determined by the type of play (i.e. workshops are usually short runs) and/or a guess on how successful ticket sales will be for a particular production. Depending on the GTC play schedule, some productions may be able to be extended if they do well. Shows listed as GTC are in-house developed; Syzygy and Lodestone Ensemble are the companies in residence. GTC is looking for another company to take the place of Lodestone with a consistent, quality production track record. He pointed out that people who like larger scale theater productions (i.e. Pantages) are not necessarily attracted to smaller scale productions since it is a very different experience. Ticket sales are not being as greatly affected by the economy as are donations. This year, grants have also been reduced.

ACTION Note and File

2. Review of Proposed Fiscal Year 2009-2010 Mid-Year Appropriations and an Overview on the Fiscal Year 2010-2011 Budget Process

Mr. Frank reported on the proposed fiscal year 2009-10 mid-year appropriations and gave an overview of the 2010-11 budget process. He explained that a few mid-year requests were submitted with the majority being revenue offset. Appropriation requests included: \$7,000 to continue the implementation of the Military Service Recognition Program (funding to be utilized for new banners and for maintenance of existing banners); \$6,500 for aquatics (revenue offset) \$10,000 for Ovrom Park contract services (revenue offset), \$25,000 Cultural Arts contract services (revenue offset), \$44,000 Verdugo Park contract services (revenue offset). Additional funds are needed to pay for contract classes due to higher than expected class enrollments. On February 23, City Council will review the City's financial status. Similar to last year, all City departments were given direction to reduce their budgets by 5%. The Park, Recreation and Community Services Department's portion is \$625,781. Reductions must be durable and have the least impact on the public. Any new expenditures will be heavily reviewed and new revenues will be heavily examined. The next budget deadline will be February 18 for MS&S requests, proposed budget sheets, professional service

agreements, and contract listings. In mid-May, the PRCS department will be having their budget study session with City Council. The tentative budget public hearing is June 1 with the tentative budget adoption to take place on June 8.

In response to questions, Mr. Frank explained that this year, the department took the approach of looking at the way we do business. Staff made 4-5 year revenue projections and determined we had under projected revenues, so they were increased to capture the actual amount obtained. Last year's cuts were 40-50% revenue based. Some contract classes would be increased minimally. Staff was mindful of programming staffing hours and how part-time hours were used. Staff also looked into the need to fill vacant positions, capital improvement requests based on need, and Boardmembers were assured that the pools are not part of the reductions. Mr. Frank would create a summary sheet of the budget reductions for the Board.

ACTION Note and File

3. Golf Course Green Fees

Ms. Bartolo announced that the DeBell Golf Course had been recognized as Runner-Up for the National Clubhouse Development of the Year Project in Golf Inc. Magazine. She went on to report that the golf course is run as a self-sustaining enterprise fund, which has always been self-sufficient and supported by golf patrons. However, the new clubhouse project required that a loan be taken out and re-paid to the general fund. This, along with the current economic situation (which has affected play and revenues) has caused a decline in the fund. The enterprise fund is required to maintain an amount equal to 60-day's worth of reserves; however, the fund is currently in the red. The Golf Course is in its second year of paying back the ten-year loan (with annual payments of \$150,000). Additionally, they have experienced a decline in rounds of golf per year. Several factors have contributed to the decline in play including the economy, and the fact that there are an abundant amount of golf courses, which affect the nature of supply and demand. At the January 27 meeting, the Greens Committee discussed the existing fee structure, proposed increases, and an analysis of comparable courses. Three of the four clubs (Men's, Women's and Senior Men's) were represented. The Lady Duffers were experiencing a transition in representation and were not present; however, Mr. Scozolla made contact with the current and former representatives after the meeting. All the clubs expressed support for the fee increases and they did not anticipate any concerns. Staff presented the rate changes, which represented a \$1-\$3 increase for the 18-hole and a 50c-\$1 increase for the Par 3. Rates did not change across the board but were looked at individually to ensure they were in parity with neighboring courses. Staff was sensitive to residents and conscious to have non-residents fees bear the bulk of the potential increase. The goal is to develop an overall bottom line of increased revenues to offset debt and eventually make the fund whole.

After extensive discussion by the Board on several related items, the Board (with the exception of Mr. Ferguson) decided to vote on the item and support the rate increases at DeBell Golf Course.

ACTION Motion was made by Mr. Ferguson to accept the proposed Golf Course Green Fees as presented. Motion passed 4-1 (Mr. Prouty, DePalo, Layfer, and Yegparian were in support. Mr. Ferguson was not in support).

OLD BUSINESS

1. City Council Agenda Items

Mr. Daste reported on the following City Council items: January 26- Discontinuation of the Transportation Senior Parking Program (passed 5-0); Part of the amendment to the PSA for the 5 Points Art Installation was approved (\$9,400 to pay for additional structural engineering costs passed but a request for additional money to pay supplemental taxes was denied). Upcoming items include a request to allow outside arborists to prune City trees (February 23) and Starlight Bowl Sponsorship item (March 2). The Youth Task Force recommendations will be discussed at an April meeting.

ACTION Note and File

REPORTS

1. Transit Services Task Force- Mr. Yegparian reported on high speed rail discussions at the meeting and the suggestion that Burbank, Glendale and Pasadena form a consortium to pursue associated opportunities.

ACTION Note and File

2. Youth Board- Mr. Prouty reported that the Committee would begin to accept applications for the Austin Cook Award next month. Members will be participating in the Easter Eggstravaganza with a Bunny Booth.

ACTION Note and File

3. Greens Committee Mr. Prouty reported that the Committee is very happy with the tee renovations and that the irrigation for the driving range was approved.

ACTION Note and File

4. **Trails Committee**- Mr. Yegparian reported on discussions regarding bicycling in the hills, proposals for new trails, and that ridership is up due to closures in Angeles Crest.

ACTION Note and File

ADDITIONAL COMMENTS FROM AUDIENCE

None

ADDITIONAL COMMENTS FROM BOARD AND STAFF

Ms. Bartolo provided a status update on damage to a pole at Valley Park due to ground saturation from the recent rains. A structural assessment will be done and the Board will be updated. In the meantime, Valley Park is not available for use. Mr. Yegparian asked for an update on creating a park facility at the old landfill and Mr. Daste explained there is no further progress due to the current economic climate. Mr. Ferguson asked if the cell tower letter had been delivered and Mr. Frank responded that it has been signed and delivered. He also asked about the request for a dog park and was told that staff is working on a memo to Council and they will notify the individuals who have expressed an interest, as well as update the Board. Park patrol was also discussed.

ADJOURNMENT

The meeting adjourned at 7:54 pm.

CHAIR: _____

Date: _____

SECRETARY: _____

Date: _____